



## **ACE FOOD HANDLER CERTIFICATES ISSUANCE AND USAGE POLICIES AND PROCEDURES**

### Purpose

The purpose of this document is to provide clarity about how the certificates are issued and used.

### Scope

Food handler certificates are issued to applicants seeking food handler education upon completion of the food handler course and attaining a passing score of 70% or above.

### Definitions

- “Certificate” – defined as a document issued after academic study of online course material and successful completion of online exam.
- “Certificate issuance” – defined as the act of delivering a certificate via Food Handler Classes online food handler training service.
- “Certificate usage” – understood to mean the intended use of the certificate by the food handler client/student with regards to regulatory health official’s requirements.
- “Successful completion” – understood to mean the receipt of a passing score or percentage upon completion of the online exam, the baseline of which is defined by partnered health department officials, state laws or regulations, and/or legislative documents.

### Course completion and certificate issuance

Course completion and certificate issuance are based upon several factors:

- Applicant has properly signed-up and completed their profile
- Applicant has purchased the course,
- Applicant has read and studied all course material.
- Applicant has completed the exam with a passing grade.
- Once Applicant has passed the exam, they will then be issued a certificate.
- Applicant can access the certificate for viewing / printing.

Certificate Usage:

Certificate use is defined and dictated by partnered health department officials, state or local laws or regulations, and /or legislative documents.

Applicants may use their food handler certificate to provide proof of satisfactory completion of the food handler safety course to their employer and health department.

Ace Food Handler does not maintain that certificate holders are licensed, accredited or registered.